

Residential Construction

Single Family, Duplex, Triplex, and Accessory Dwelling Units

Seattle City Light



Customer Guide Electrical Service Connections

This is an outline of the process to get electrical service to new residential services. The steps below are generally sequential and divided by the customer responsibility and City Light's responsibility.

Customer

1. Contacts SCL for Service Application.
2. Reviews SCL *Requirements for Electric Service* (www.seattle.gov/light/NewConstruction) and has plans drawn up.
3. Submits application with scaled drawings below to (3 copies of each)
 - Site plan with the building footprint and desired location of the service entrance.
 - Legal description of the property
 - Load calculations
4. Mail to: Seattle City Light, 700 Fifth Avenue, Suite 3300, P.O. Box 34023 (N-2), Seattle, WA 98124-4023.

City Light

5. Reviews application and plans.
6. Prepares design and determines charges.
7. Gives customer technical details of service and sends customer bill for hook-up charges.

Customer

8. Installs new Service Entrance
9. Calls Department of Planning and Development, or if outside of Seattle, the local jurisdiction, to inspect the service. If inspection passes, inspector signs permit as "ready for service, subject to Seattle City Light."
10. Pays the City Light hook up fee.
11. Notifies City Light that service is ready for power.

City Light

12. Inspects the service. If the service meets City Light's requirements, it is approved and given to SCL crew to connect.
or
13. Notifies the customer that there are corrections to be made before the job is sent to crew.
connects the service, installs the meter and opens the account for energy billing.